



Policy Manual

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Adopted by the Library Advisory Board 5-18-05

Public Library System

Display and/or Distribution of Non-Library Printed Materials

Policy Statement:

The Scottsdale Public Library System displays and makes available non-Library printed material in the Library in accordance with City of Scottsdale Administrative Regulation 126, Option A. Any materials on display in racks outside the Library are not handled by Library staff and are in accordance with City of Scottsdale Ordinance 16-355.

Regulations:

Only printed materials produced and/or co-sponsored by the City of Scottsdale, other governmental entities, or Scottsdale Cultural Council/Scottsdale Center for the Arts/Scottsdale Museum of Contemporary Art are put out for distribution in the Library as space permits.

Procedures:

1. Organizations that want to display/distribute printed materials in the Library must contact the Library's Community Relations Coordinator for a review of materials.
2. Materials for display/distribution will be placed in display racks by designated staff.
3. Any unapproved printed materials left in the library will be discarded.